

The application and examination principles regarding reissue the test reports issued before technical services are accredited

1. Applicable object :

MOTC accredited technical services or technical services which plan to apply for MOTC accreditation.

2. Scope and way of application :

(1) Scope of application

The test reports applied for reissue shall be of the same regulations of “Vehicle Safety Testing Directions” which have been accredited or to be accredited by MOTC. The standards for the test reports applied for reissue shall be on the same or higher level as those which have been accredited or to be accredited by MOTC.

(2) Way of application

- 1) For the technical service not yet accredited, please specify “Application for test report reissue before accreditation” on the application form when applying for technical service accreditation. Also specify the applicable starting date of the test report to be reissued.
- 2) For the technical service already accredited, please submit the application form with the applicable starting date of the test report to the certification institution.

(3) Necessary documents of application

- 1) The ISO/IEC 17025 accreditation certificate or equivalent document showing the competence of the technical service during the time test reports were issued.
- 2) If the items specified on the test reports are different with those which have been accredited (eg. Report signatory, test

equipment or laboratory address are changed) , the technical service shall provide history and explanation documents of the changes.

3. Examination process :

- (1) The certification institution shall verify the quality system of the technical service after the applied starting date with the quality system accredited to determine if they are consistent.
- (2) For the technical service not yet accredited but plans to apply for accreditation, the certification institution shall conduct the examination when conducting document examination and on-site assessment for the technical service accreditation.
- (3) For the technical service already been accredited, only document examination is needed in principle. On-site assessment may be conducted afterwards if necessary.
- (4) After the technical service reissues the test report for the first time, the certification institution shall conduct on-site assessment within 2 years.
- (5) The technical service may reissue the test reports after the formal notification from the certification institution.
- (6) The reissued test reports shall be signed by the accredited signatory and following items shall be specified on the reports :
 - 1) Applicable regulation item, version and difference of the “Vehicle Safety Testing Directions”
 - 2) The test date and issue date of the original test report.
 - 3) The regulation item and version of corresponding ECE regulation of the original test report.

(The official regulations are written in Chinese , this English edition is for your reference only)